

LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS

9643 Brookline Ave., Ste. 101, Baton Rouge, LA 70809



REGULAR MEETING OF LBOPG

Tuesday, May 10, 2016, 1:00 P.M.

Louisiana Engineering Society Building Conference Room
9643 Brookline Ave., Baton Rouge, LA 70809

MINUTES

Chairman John Johnston called the meeting to order at 1:00 p.m., Tuesday, May 10, 2016. He then commenced roll call.

Present: William Finley, Lloyd Hoover, Art Johnson, John Johnston, William Meaney, Daisy Pate, Board Members. Thomas Klekamp, NOGS Board member nominee. Harry Vorhoff, Legal Counsel. Brenda Macon, Assistant Executive Secretary.

Absent: Madhurendu Kumar, L. Todd Perry, Board Members.

Quorum established. Roll Call sheet was circulated for signatures.

Meeting Minutes: Meeting Minutes of 04/12/2016 were reviewed. Daisy Pate requested that an amendment to the March minutes be made, as she was present for that meeting. A motion was made by Finley, and seconded by Johnson, to change those minutes to reflect her attendance at the March meeting, and the change was unanimously approved. Motion made by Finley to accept the minutes with the amendment to attendance for March meeting, seconded by Johnson. Motion carried unanimously.

Treasurer's Report: Johnson presented the May 2016 Treasurer's Report. He reported that a \$2000 check to the Louisiana Office of the Legislative Auditor (OLA) had been reissued to pay an invoice from November 2015. OLA lost the original check; stop payment was initiated; but no new check was reissued. After prompting from OLA, that new check was sent. Johnston emphasized that the failure to reissue that check previously was not the fault of current employees. Finley asked if the oversight incurred an extra charge; no extra charges were incurred. Bank account was reconciled for April, and all is in order. He noted that renewals are at approximately 85% to 90%. At the April meeting, Todd Perry asked if the current bank balance is steady, increasing, or decreasing. Johnson reiterated that it varies based on renewals but that the balance has been decreasing as new applications have dropped. Applications for new licenses are down because most of those eligible have already applied. Johnson reported that he looked at the balance trend for the last year and found that, over the first six or seven months of that period, the balance dropped precipitously. However, over the most recent four months, the drop has leveled out. The largest monthly expenses over which the Board has control are Board member per diem

and travel expenses. When Board was meeting twice each month, new applications were in the range of 50 per month; currently, new applications are around a dozen or so. At present, the bank balance is around \$175,000, but at the current rate of spending, the balance will continue to drop. Johnston added that, since the LBOPG is now fully involved with the National Association of State Boards of Geology (ASBOG), the Board will have ASBOG expenses every year from now on. Johnson then proposed to change the board meetings to every other month rather every month and to require that the Office Committee meet every month. Johnson suggested that the Office Committee would still need to meet every month to sign checks. Discussion ensued regarding current budget expenses, the difference in income between new licenses and renewals, the need for a fiduciary “cushion” for unbudgeted expenses, and the logistics of board meetings and committee meetings. Pate made the point that the Board is moving toward making sure that new applicants have passed the ASBOG exam and are competent to be licensed, so timing is important. Because our focus has changed, licensing and application committee meetings will become more important. Discussion also addressed how checks would be signed and employees paid. A Motion to change the Board meeting to every other month and to require the Office Committee to meet every month was made by Meaney and seconded by Johnson. Hoover moved to amend this motion to change the full Board meetings to every other month only, followed by discussion of the need to require the Office Committee to meet every month. Finley seconded the amended motion. The amended motion carried. Discussion continued regarding how checks would be signed. A consensus of the Board agreed that Office Committee meetings need not be mandated but would be called as needed by the chair of that committee.

Licensing Application Review Committee: Pate read the numbers of applicants recommended by the Licensing Application Review Committee for a Louisiana Professional Geoscientist license as follows: 2, 3, 4, 6, 7, 8, 9, 10, 11, 12 of the Licensing Review Committee List for May 10, 2016. Finley made a motion to approve the recommended applicants for licensure. Seconded by Hoover. Motion carried unanimously.

Licensing Examination Committee: Finley reported that the three applicants who took the ASBOG Exam in March passed; two took the Fundamentals of Geology Exam, and one took the Practice of Geology exam. Next examination date is September 30, 2016. Meaney commented that Centenary College is highly interested in the Geoscientist In Training (GIT) program.

Complaint Review Committee: A special committee meeting was held on Thursday, April 28, 2016. Details of that meeting were deferred for discussion by Johnston to be covered under “Other Business.”

Office Committee: No discussion.

Legal Counsel’s Comments: Vorhoff said Pate’s and Johnston’s attendance at the ASBOG COE meeting in Baton Rouge is eligible for per diem and travel; Board members can be paid for attending to Board business of any kind, capped at \$100 per diem. With respect to travel, LBOPG is exempt from the Division of Administration’s requirements because it receives no funds from the Legislature, but expenses should be reasonable. Vorhoff stated that, in respect to public meetings laws, all meetings should have an open agenda and time and place posted on the front door of the office and on the website at least 24 hours in advance of the meeting, exclusive of holidays and weekends. Minutes from such meetings should be posted on the website as well. The law states that those minutes should be posted within a reasonable time; Vorhoff interprets “reasonable time” to allow for the minutes to be approved before they are

posted. In response to the assumption that Board Members cannot be in the same place outside of a meeting without being in violation of the law, Vorhoff stated that, as long as those Board Members are not discussing Board business, they can attend social gatherings at the same time. Pate asked if committee meeting minutes need to be posted on the website as well. Discussion ensued. Consensus was that minutes should be posted but need only include when and where the committee meeting was held and who attended. Vorhoff stated that no recording needs to be made of committee meetings. Johnston asked about the legality of signing blank checks; Vorhoff responded that it is legal but not recommended practice. Discussion ensued. Johnson moved that Board policy should be not to sign blank checks; seconded by Hoover; the motion carried unanimously. Pate asked if committee meeting minutes must be approved by the full Board; the answer is that only committee members need to approve, as they were the ones who attended.

Other Business: *Reciprocity:* Mississippi signed the reciprocity agreement on 4/13/2016. *PG license plate:* Perry was absent, so no report was given. *Louisiana Government Agencies Policies re: PG signoff:* Finley reported that he, Perry, and representatives from both Department of Environmental Quality (DEQ) and Department of Natural Resources (DNR) attended a meeting of the Complaint Review Committee on April 28, 2016. He submitted minutes from that meeting to be entered into the record. The conclusion of that meeting was that Todd Perry would put together a draft proposal of the proper use of the PG seal. That draft proposal and two amended versions were then discussed. Another meeting with DEQ and DNR will be held on May 26, 2016, to continue discussions and to create another draft that will be vetted by legal counsel. Policy is anticipated to be implemented in 2017. *GIT Program:* Georgeann McNicholas has been working with Louisiana universities to promote the GIT program. Discussion ensued regarding interest by area universities.

Next meeting will be Tuesday, June 14, 2016 at 1:00 p.m. Meaney moved to adjourn the meeting, seconded by Hoover. Motion carried unanimously. Johnston adjourned the meeting at 2:16 p.m.